

BCT Meeting Minutes November 4, 1998

The meeting began on 4 November 1998 at 9:30 a.m. and ended at 5:00pm., at the TNRCC offices in Austin.

Attendees:

Brian Skrobarcek (WPI)
Tina Pavlo (OPTECH/GKDC)
Chuck Meshako (AFBCA)
Lisa Marie Price (EPA)
Laura Stankosky (EPA)
Abigail Power (TNRCC/ Region 13)
William Ryan (Kelly AFB)
Norma Landez (Kelly AFB)
Gordon Banner (TNRCC)
Mike Carrillo (EPA)
Major Tom de Venoge (Kelly AFB)
Tim Underwood (KPMG)
Laurie Callaway (KPMG)
Don Buelter (Kelly AFB)
Captain Brian Sassaman (Kelly AFB)
Captain Christopher Wolf (Kelly AFB)

Dean Pound (GKDC)
Russell Freeman (EG&G)
Tim Janss (Unitec)
Bob Miller (Unitec)
Charles Rice (AFCEE/ERB)
Ken Kebbell (COE, Tulsa District)
Beth Gentry (WPI)
Steve Young (Hydro Geologic)
Kan Tu (Hydro Geologic)
Parker Wilson (TNRCC)
Leslie Brown (Kelly AFB)
Russell Rohne (Kelly AFB)
Will Boettner (CH2MHill)
Drew Rak (AFCEE ERC)
Michael Bastian (CH2MHill)
Michael Kangas (CH2MHill)

Dates and sites for upcoming BCT meetings:

December 1-2, 1998, in San Antonio
February 9-10, 1999, in San Antonio
March 9-10, 1999, in San Antonio
April 13-14, 1999, in San Antonio
May 11-12, 1999, in San Antonio

Next Teleconference:

November 17, 1998 @ 9:00 a.m.

Item #	Lead	Support	Discussion Topic	Comments	How will we know it's done?	Disposition
1.	Ryan, W.	BCT Members	Discuss Continued Facilitation with Lee Wille	Discuss the use of Lee as the team facilitator and identify/evaluate other options. Est. Time-15min.	Team discusses meeting facilitation.	Closed- William proposed having Lee continue facilitation. The team made no objection. William noted that Lee would participate in the next meeting.
2.	Meshako, C.	BCT Members	Historical UST Investigation	Discuss follow-on activities to the Magnetometer Survey Report. Est. Time-30min.	Discussion is completed.	Open- Delayed until the Dec BCT per Chuck's request. Laura (EPA) requested and received the time allotment for the following new agenda item.
3.	Stankosky, L.	BCT Members	Discuss the outcome of the meeting with the Deputy RA	Discuss the outcome of the meeting between the Deputy RA and citizen group regarding environmental justice.	Discussion is completed.	Closed- Laura briefed the meeting agenda items and identified the participants.
4.	Price, L.	BCT Members	Meeting Reorganization Proposal	Discuss the meeting proposal and implement the new schedule format. Est. time: 30min.	Team agrees with the new schedule format.	Closed- Lisa briefed the proposal and the team will attempt to synchronize the TRS meetings with the BCT. Lisa proposed that we phase in the schedule at the turn of the calendar year. Major de Venoge will propose the schedule to Dr. Lenay at the 17 Nov TRS.
5.	Landez, N.	BCT Members	300/600 Area SWMU RFIs	Discuss pre-scope process for 300/600 Area SWMUs. Est. time: 30min.	Team discusses the pre-scope process.	Closed- Norma provided information on the status of the SWMUs in the 300/600 Area.
6.	Skrobarcek, B.	BCT Members	BCTDB Report Format Modification	Discuss Document/Issue Identifier Incorporation into the BCTDB Report. Est. Time- 10min.	Team accepts proposed modification to the report.	Closed- Brian requested further definition of the tracking issue. Once this was provided, the team recommended the use of a unique identifier to the BCTDB "Hot Issues" Report. Brian will present a modified report at the 17 Nov BCT Teleconference.
7.	Wolf, C.	BCT Members	Basewide Model Update	Present information regarding the determination of bio-degradation coefficients used in the basewide model. Est. time- 45min.	Team receives presentation on the Basewide Model.	Closed- Captain Wolf (utilizing contractor support) presented information regarding: <ul style="list-style-type: none"> The potential uses of biodegradation rates, Methods for establishing biodegradation rates, and The proposed approach for estimating biodegradation rates.
8.	Wolf, C.	BCT Members	ECORISK Presentation and Discussion	Conduct ECORISK presentation to include: project introduction, project schedule, deliverables and milestones, data sources, proposed schedule for BCT meetings. Est. Time-1hour.	Team receives the presentation and the follow-on discussion is completed.	Closed- Captain Wolf (utilizing contractor support) introduced the ECORISK project by presenting the following information: <ul style="list-style-type: none"> Project Introduction, Project Schedule, Deliverables and Milestones, Data Sources, and Proposed schedule to updates at BCT meetings. William (w/ C. Price) will verify if the schedules for the Zone 4 ECORISK project and this project can be synchronized or if we will need to have sequential schedules.

Item #	Lead	Support	Discussion Topic	Comments	How will we know it's done?	Disposition
9.	Ryan, W.	Banner, G., Carrillo, M.	Backward-Planned Calendar for Kelly Clean-up	Develop a full backward-planned calendar for Kelly clean-up program. November Update on the progress. Est. Time- 15min.	Team is receives a status update.	Closed- William provided a status update on the schedules.
10.	Ryan, W.	BCT Members	Establish a schedule for the remaining steps of site specific schedules.	Provide and discuss a schedule for the remaining steps of the site-specific schedules including: the revision of the overall model, the revision of individual plans including funding constants into the constrained model. Est. Time-15min.	Team receives a schedule for the remaining steps of the site-specific schedules.	Closed- William noted that the SWMU schedules will be established and site level charts developed in Jan 99.
11.	Buelter, D.	BCT Members	IWCS Closure Strategy	Distribution of material to be prepared for the Dec BCT meeting on the IWCS strategy. Est. Time: 10min.	Team receives the material.	Closed- Don provided and briefed the material.
12.	Buelter, D., Hampton, R.	BCT Members	Zone 2 Groundwater CMS-Addendum	Discuss the long-term plan for the Zone 2 systems after several years of BRA modeling. Est. time: 30min.	Team discusses the long-term plan for Zone 2.	Closed- Don provided and briefed the material.
13.	Buelter, D.	BCT Members	Flood Damage Report: Damage Assessment for the Groundwater Systems and Monitoring Wells	Provide a flood damage assessment for the groundwater systems and monitoring wells. Est. time- 30min.	Team receives briefing on the flood damage at Kelly AFB.	Closed- Don briefed the flood damage assessment conducted by the base.
14.	De Venoge, T.	BCT Members	Update on Natural Attenuation Parameters	Maj. De Venoge will update the BCT members of the status of the natural attenuation parameters. Est. Time- 15min.	Team receives an update on the status of the natural attenuation parameters.	Closed- Team received an update on the status of the natural attenuation parameters. Major de Venoge will provide an update at the Dec BCT meeting.
15.	Ryan, W.	BCT Members	RAB Representation on the BCT	Discuss why BCT does not wish to have RAB representation on BCT. Develop reasons for response to RAB. Est. Time-30min.	Discussion is completed and a response is formulated.	Closed- In response to the RAB's request to have representation at the BCT meetings, the members of the BCT spent half an hour deliberating the benefits and drawbacks of such participation, and ultimately concluded that it would be better not to have RAB representation on the BCT at this time. The BCT serves very specific policy and peer review functions, and attendance by members of the RAB or the general public could alter the free and open exchange of thoughts, ideas, and opinions at the BCT meetings. The BCT members expressed their understanding and appreciation of the RAB's request, and unanimously agreed that it would be important to continue to share with the RAB the issues and outcomes from the meetings. Consequently, it was decided that the monthly BCT minutes would continue to be sent to the RAB in a timely manner. The members of the BCT agreed that questions regarding the BCT minutes would be appropriate to ask at the regularly scheduled public RAB and TRS meetings.
16.	Ryan, W.	BCT Members	Discuss RAB request to provide Kelly AFB's Cleanup program schedule	Discuss format for presenting schedules. Est. Time-30min.	Discussion is completed	Closed- Team discussed the format for presenting schedules to the RAB.

Item #	Lead	Support	Discussion Topic	Comments	How will we know it's done?	Disposition
17.	BCT Members	De Venoge, T., Banner, G., Carrillo, M.	List of Documents Going to the RAB at the Conclusion of the Nov. BCT Meeting	Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting. Est. Time-15min.	Team creates the list of documents to go to the RAB.	Closed- Team verified the list of documents going to the RAB.
18.	Ryan, W.	BCT Members	BCT Teleconference Scheduling	Each month we will establish the coming schedule of teleconferences. Est. Time-10min.	Teleconference schedule adopted by the team.	Closed- The next teleconference is scheduled for 9am on 17 Nov.
19.	Ryan, W.	BCT Members	Begin December agenda	Each month we will begin to establish the next month's agenda at the end of the BCT meeting. Est. Time-10min.	Team approves agenda items.	Closed- Team approved the preliminary agenda items.

Preliminary December Agenda

Date	Lead	Support	Document	Comments	How will we know it's done?	Disposition
1. 12/1/98	Wolf, C.	BCT Members	Provide Schedule on HGL Activities		Schedule is provided to the team	
2. 12/1/98	De Venoge, T.	BCT Members	Update on Natural Attenuation Parameters- Report to BCT.		Update is received by the team	
3. 12/1/98	Price, C.	BCT Members	Compare Basewide/Zone 4 ECORISK Schedule	Evaluate the value of combining/co-ordinating schedules	Topic is discussed.	
4. 12/1/98	Landez, N.	BCT Members	Revise quick closure model based on public notice discussion for non-compliance plan SWMUs		Topic is discussed.	
5. 12/1/98	BCT Members		Discuss IWCS Closure Strategy		Topic is discussed.	
6. 12/1/98	Buelter, D.	BCT Members	Update on Flood Damage		Update is received by the team	
7. 12/1/98	Ryan, W.	BCT Members	Draft Presentation of the Kelly AFB Clean-up Schedule for the next RAB		Draft presentation is completed.	
8. 12/1/98	Sassaman, B.	BCT Members	SARA Project Workplan		Topic is discussed.	
9. 12/1/98	BCT Members		Update on ATSDR Report		Topic is discussed.	
10. 12/1/98	Banner, G.	Courtney, S.	Discuss Micro-purging Technique and its application at Kelly AFB		Topic is discussed.	
11. 12/1/98	Ryan, W.	De Venoge, T., Banner, G., Carrillo, M.	List of Documents Going to the RAB at the Conclusion of the Dec. BCT Meeting	Clarify which documents go to the RAB and the TRS at the close of the BCT Meeting.	List of documents going to the RAB approved by the team.	
12. 12/1/98	Ryan, W.		BCT Teleconference Scheduling	Each month we will establish the coming schedule of teleconferences.	Teleconference schedule adopted by the team.	

13. 12/1/98	Ryan, W.		Begin January agenda	Each month we will begin to establish the next month's agenda at the end of the BCT meeting.	Team approves agenda items.	
-------------	----------	--	----------------------	--	-----------------------------	--